

# AFIS BYTES

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AFIS SECTION  
KENTUCKY STATE POLICE  
1250 LOUISVILLE ROAD  
FRANKFORT, KY 40601

## Do Jails Have to Fingerprint Criminals That Have No Citation?

The Kentucky State Police Automated Fingerprint Identification Section is often asked the question by jails, "Do we have to fingerprint someone if they have no citation?"

The answer is simply yes. If they have been criminally charged with an offense, then they should be fingerprinted. Often criminals will come from the court without a citation; however, this can simply be fixed by asking the court or agency charging the individual to complete a citation. This process must be done in order to have the necessary information to book the offender in via the LiveScan.

As we have tried to make each jail aware, the information the jail submits via the LiveScan is crucial to the population of the state criminal history system. It is often misunderstood just how important your jail is to the process of criminal histories here in Kentucky and with the Federal Bureau of Investigation.

Rolling a set of fingerprints is more than just a necessary step in the booking process. With every LiveScan submission you are collecting potential physical evidence that can be used to solve past, present, and future crimes. Just as importantly, you are also ensuring that each offender has a complete criminal history with LINK/NCIC, state and federal agencies.

The data your facility submits from a LiveScan is actually what is captured to populate an individual's criminal history. Within seconds of submitting a set of fingerprints their identity/alias is identified, their criminal arrest information is added to their previous record; their fingerprints are searched against our unsolved latent file, and then finally forwarded to the FBI to search the federal unsolved latent file, warrants from other states, and the federal criminal database. That is why it is absolutely crucial to submit the best quality fingerprints possible accompanied by arrest data that is accurate. As a matter of fact, if an arrested individual goes without being fingerprinted or is submitted with poor quality fingerprints, that arrest will never be added to their criminal record. In short, you and your facility are the key to keeping our families and communities safe.

## UPCOMING TRAINING DATES

**August 18<sup>th</sup>, 9:00 A.M. and 1:00 P.M.**  
**Criminal ID and Records Building,**  
**Conference Room**  
***Livescan Training***

To schedule your personnel for training on this date call (502) 227-8723 or email us at [livescan@ky.gov](mailto:livescan@ky.gov).

**Sept. 7<sup>th</sup>, 9:00 A.M. and 1:00 P.M.**  
**Criminal ID and Records Building,**  
**Conference Room**  
***Livescan Training***

To schedule your personnel for training on this date call (502) 227-8723 or email us at [livescan@ky.gov](mailto:livescan@ky.gov).

**Sept. 16<sup>th</sup>, 9:00 A.M. and 1:00 P.M.**  
**Criminal ID and Records Building,**  
**Conference Room**  
***Livescan Training***

To schedule your personnel for training on this date call (502) 227-8723 or email us at [livescan@ky.gov](mailto:livescan@ky.gov).

**October 5<sup>th</sup>, 9:00 A.M. and 1:00 P.M.**  
**Criminal ID and Records Building,**  
**Conference Room**  
***Livescan Training***

To schedule your personnel for training on this date call (502) 227-8723 or email us at [livescan@ky.gov](mailto:livescan@ky.gov).

**October 21<sup>st</sup>, 9:00 A.M. and 1:00 P.M.**  
**Criminal ID and Records Building,**  
**Conference Room**  
***Livescan Training***

To schedule your personnel for training on this date call (502) 227-8723 or email us at [livescan@ky.gov](mailto:livescan@ky.gov).

**November 2<sup>nd</sup>, 9:00 A.M. and 1:00 P.M.**  
**Criminal ID and Records Building,**  
**Conference Room**  
***Livescan Training***

To schedule your personnel for training on this date call (502) 227-8723 or email us at [livescan@ky.gov](mailto:livescan@ky.gov).

## PROPER CAMERA ADJUSTMENT

We have recently encountered several sites where the camera housing unit mount had broken. To ensure that the best care is taken with the new Windows LiveScans, please read this section and view the photographs. Below is a picture of the ball and socket friction lock (Labeled: Friction Lock).



The friction lock must be loosened before the camera housing unit can be moved or adjusted. If you try to move the camera housing unit without loosening the ball and socket friction lock it will break the mount for the camera housing. Simply turn the lock a full turn counter clockwise to loosen it. Adjust the camera housing to the desired position, and tighten the ball and socket friction lock back by turning it clockwise. Note: For simple height adjustments you can use the lever underneath the camera housing unit. If you ever need assistance with the lock or a failure of a lock, please call 1-800-858-5465.



## **AFIS STATS**

### **Tenprint Records**

**Jan 2010 – June 2010**

LiveScan Bookings	101,791
Card Scans Submitted	9,721
Searches (LiveScans & Cards)	111,512
Tenprint Data Base Size	988,257

### **Latent Records**

**Jan 2010– June 2010**

Latent Identifications	359
Unsolved Latent Data Base Size	29,659

### **Year Ending Totals for 2009**

LiveScan Bookings	204,626
Card Scans Submitted	27,458
Searches (LiveScans & Cards)	232,084
Tenprint Data Base Size	962,055
Latent Identifications	899
Unsolved Latent Data Base Size	28,215

## **IMPORTANT NOTIFICATION**

The Kentucky State Police Criminal ID and Records Branch will be relocating in the near future. We project that there will be minimal system down time, but apologize in advance for any inconvenience this transition may cause. A date for this move has not been set at this time.

## **QUESTIONS AND ANSWERS**

**Q: What do I do if the violation code on the citation will not fill in on the LiveScan during the booking process?**

**A:** If the violation code you are entering is not in the dropdown list on the LiveScan, it is probably an obsolete violation code. Sometimes police officers accidentally continue using violation codes that are no longer valid. In this situation the first thing to do is check the [www.kentuckystatepolice.org](http://www.kentuckystatepolice.org) website to confirm it is an obsolete code. If it is in fact obsolete, it would be best if you contacted the arresting agency to have them use the correct violation code.

**Q: Where can I get the latest copy of the Violation Codes?**

**A:** A complete list of the Uniform Crime Reporting or Violation Codes can be found on the Kentucky State Police Public Website at [www.kentuckystatepolice.org](http://www.kentuckystatepolice.org). Once on the home page navigate to the Crime and Traffic Information page. Scroll to the bottom of the page where the violation codes are offered in Adobe pdf format, Microsoft Word format, or Rich Text format.

**Q: What can I clean the fingerprint glass on the livescan with?**

**A:** A clean glass is a critical part of fingerprint submission via the livescan. Without proper cleaning the glass will not allow a clear image of the prints. The LiveScans are stocked with cleaning cloths inside the lower cabinet of the livescan. These cloths are provided at all sites and if not presently at your site can be obtained by contacting the Kentucky State Police Help Desk at (800) 858-5465, 24 hours a day, 7 days a week. Do not use liquids, such as Windex, to clean the glass because it will cause damage to the LiveScan.

**Q: My LiveScan is “frozen” can I simply reboot it via the power button?**

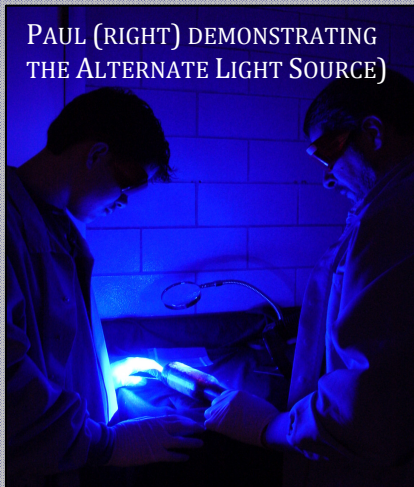
**A:** NO! Procedures are in place for you to contact our 24 hour help line if you are having difficulties with the LiveScan. Often a manual power down can crash a hard drive or cause severe damage to components of the system. For this reason we advise sites to do a manual power down only when we have requested you do so. If a site is having persistent problems with a LiveScan and manually powering them down without notification to the helpdesk, then we will have no record of down time and will not know a replacement is needed.

# Profiling AFIS

*Paul Dorman  
Senior Latent Analyst III*

*Senior Latent Analyst Paul Dorman came to the AFIS Section in February of 2002. Prior to his tenure with KSP, Paul worked with the Orange County Sheriff's Office of Orlando and the Sparksburg County Sheriff's Office of South Carolina, where he spent many years cultivating his experience in the field of crime scene investigation. In total he has*

**PAUL (RIGHT) DEMONSTRATING THE ALTERNATE LIGHT SOURCE)**



*more than 18 years in the field of forensics.*

*Paul's work is most distinguished and has earned him respect, not only among his peers, but from officers and agencies all over the state. He is an exemplary employee and always holds high standards of his accomplishments in the laboratory and in the field. Not only does Paul train and evaluate any new Latent Analyst employee, he serves as a mentor and teacher to students who*

*visit the AFIS Section wanting to experience and learn about the science of Latent Fingerprints.*



**PAUL (RIGHT) DEMONSTRATING LIFTING A LATENT PRINT**

*While training a new Latent Analyst, Paul has processed 353 cases and identified 101 suspects, while clearing 41 cases for the year of 2010 (to date.) His work ethic and forensic abilities are nothing short of impressive, reliable, and unsurpassed. He is one of KSP's finest professionals!*

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## LIVESCAN PROBLEMS???

Call our Help Desk 24/7

**1-800-858-5465**

Please submit all questions, stories, comments, and suggestions to:

Kentucky State Police  
AFIS Section  
Attn: Hollie Freeman  
1250 Louisville Road  
Frankfort, Kentucky 40601

[Livescan@ky.gov](mailto:Livescan@ky.gov)